

# San Joaquin County Employment Opportunity

## **Airport Deputy Director**

### Stockton Metropolitan Airport

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#### **About the position**

San Joaquin County Stockton Metropolitan Airport is seeking a committed Deputy Director with proven leadership and business skills who can assist with the planning, organizing and directing of all phases of airport operations. The County is seeking an individual with demonstrated experience with Local, State and Federal laws and rules regarding airport operations, maintenance and certification; Federal Aviation Administration (FAA) and Transportation Security Administration (TSA) regulations.

#### **The ideal Candidate**

The ideal candidate will possess the following qualities:

- Strong written and oral communication skills, problem solving skills and comprehensive knowledge and ability to interpret and apply Federal, State and local policies, procedures, laws and regulations.
- Experience in negotiating lease agreements with airport tenants, budget development, familiarity with FAA ADO processes and experience working with contractors and consultants.
- Ability to maintain composure in stressful situations, ability to work effectively with business partners, users, customers and patrons of the airport.
- Ability to research, analyze, recommend goals and objectives and prepare clear, concise administrative reports and possess experience preparing and managing complex budgets.
- Experience and ability to work with union represented staff and ability to mentor staff members from diverse backgrounds and job specialties is highly desirable.
- A Master's Degree in Airport or Aviation Management or a related field and work experience in Airport Operations, or Airport management is highly desired.
- Possession of an American Association of Airport Executives Accreditation (AAAE).

#### **About the department**

The Stockton Metropolitan Airport serves the current and future commercial, corporate business, and general aviation needs of San Joaquin County; plans, operates, and maintains the safety and appearance of the Airport to meet the highest standards; manages numerous tenant agreements and facilities located on Airport land; and promotes the development of Airport land and facilities for future aviation and commercial related services.

Recruitment Announcement

0320-EB1315-EX

Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

**SAN JOAQUIN**  
— COUNTY —

*Greatness grows here.*

# Make San Joaquin County your new home!

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

## Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the



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## Education

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



## Agriculture

The county is one of the most agriculturally rich regions in California. Grapes are the leading commodity, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

## Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area

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# Airport Deputy Director

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## Typical Duties:

The Airport Deputy Director is exempt from the San Joaquin County Civil Service system and is an at-will position. The incumbent is responsible for assisting the Director with leading, managing, and administering the programs, operations, and services of the County airport and related facilities.

- Assists the Director with planning, organizing, and directing all phases of airport operations, facility management/development and coordination of the activities of the County airport.
- Assists with formulating and directing the implementation of operations policies and standards to ensure compliance with local, state and federal requirements and regulations for airports and aviation; makes recommendations regarding new legislation and technical developments affecting airports and aviation.
- Assists with promoting and developing recommendations for long-range plans for air transportation within the County; helps evaluate feasibility of expanding existing airport facilities and developing new related industry; recommends methods for implementation and development of plans.
- Assists in overseeing the development of the airport budget and projections, and management of the Airport Enterprise Fund; helps develop revenue sources and direct the preparation of applications for federal and state agencies regarding airport development and operating programs as assigned.

## Typical Duties Continued:

- Confers with appropriate federal and state agencies regarding airport development and operating programs, as assigned.
- Assist with developing recommendations to advisory boards and the Board of Supervisors; helps evaluate organizational effectiveness.
- Assist with the negotiation and enforcement of lease and/or contract agreements; recommends policies and procedures for attracting new tenants; and actively promotes the development of new airport tenants.

## Desirable Qualifications

Education: Graduation from an accredited four year college or university, with major course work in airport management, business administration, or public administration.

Experience: Three years of increasingly responsible airport management experience at a small hub or larger airport, including working with tenants on lease negotiation.

Substitution: Possession of a master's degree in airport administration, business administration, or public administration may substitute for one year of the required experience.

Certification: Accredited Airport Executive (AAE) Certificate from the American Association of Airport Executives is desired.

License: Possession of a valid California driver's license.

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# Airport Deputy Director

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## Compensation and Benefits

Approximate Annual Base Salary:

**\$98,530.00 - \$119,766.00**

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan
- 457 Deferred Compensation Plan
- 12 days sick leave annually with unlimited accumulation.
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 14 paid holidays per year

## Recruitment Incentives\*:

### Reimbursement of Moving Expenses:

Actual documented cost of moving to a maximum of \$2,000.00. Costs may include moving expenses, interim housing, and travel expenses related to the move for the candidate and his/her family. Any approved reimbursement shall be made contingent upon employment, in two incremental payments: the first payment after six months of service, the second after twelve months of service.

### Vacation Accrual Rate:

The San Joaquin County vacation accrual rate consistent with the candidate's total years of public service.

### Sick Leave:

If the candidate is leaving other employment to accept the San Joaquin County position, credit of the candidate's actual unreimbursable sick leave hours from the candidate's last agency, will be a maximum of 160 hours. Such hours shall be subject to San Joaquin County's minimum sick leave cash out provisions.

**\* Recruitment Incentives may be available. Incentives must first be approved by the San Joaquin County Administrator.**

Potential Cashable Compensation	Step 1	Step 5
Annual Salary	\$98,530.00	\$119,766.00
Cafeteria Plan	\$24,023.00	\$24,023.00
2% Deferred Comp	\$1,971.00	\$2,395.00
Vacation Cash-out 8 days annually	\$3,032.00	\$3,685.00
<b>Total</b>	<b>\$113,040.00</b>	<b>\$132,761.00</b>

## Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.



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# San Joaquin County Employment Opportunity

## Deputy Airport Director

### Stockton Metropolitan Airport

#### Application and Selection

Applications, including resume and answers to supplemental questions, must be received by the final filing date: **March 31, 2020**

For more information or to apply online, visit: [www.sjgov.org/departments/hr](http://www.sjgov.org/departments/hr)

Applications may also be obtained from, or submitted to, San Joaquin County Human Resources, 44 N. San Joaquin St., Ste 330, Stockton CA 95202.

If you have any questions, please contact:

Jennifer Goodman, Principal Personnel Analyst at (209) 953-7325.

If warranted by the number of candidates, applications may be reviewed by a screening panel. If utilized, the screening panel will select those most qualified to be considered to participate in interviews with the Airport Director. Offers of employment will be conditional on completion of a background investigation including a criminal records verification with the DOJ and pre-employment drug screening.

To apply, visit our [webpage](#) or scan this QR code with your smartphone's camera.



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#### Supplemental Questions:

In addition to the standard application package, please submit responses to the following supplemental questions:

1. Describe your airport management experience. Include the size of the agency, the number of employees managed, and the types of aviation activities.
2. Describe your experiences working with tenants on lease negotiations, including negotiating and resolving landlord/tenant disputes that involve contractual conflicts.
3. Provide an example of an airport land development project that you were involved in, your role and some of the challenges that you encountered during the project.
4. Describe your experience working with a governing body of elected or appointed officials in providing airport management oversight.
5. Explain your experience working with the Federal Aviation Administration (FAA), including your involvement in seeking available FAA funding and applying for FAA and state aviation grants.

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